Members Present: Meridith Berry, Bev Maltsberger, Jennifer Schutter, Chris Shoemaker, James Quinn, Marcia Shannon, Kara Lubischer, Matt Herring, Melissa Bess, Sarah Traub, Kathy Macomber, Lynda Zimmerman, Rebecca J. Travnichek, Dean Larkin, Sarah Denkler, Chrystal Irons, Amy Patillo, Vivian Mason, Janet Hackert, Shaun Murphy, Becky Simpson, Kay Sparks, Todd Lorenz, Crystal Weber, Teresa Mareschal

- President Kathy Macomber called the meeting to order at 10:04 am.
- Kathy Macomber reviewed the agenda and made a change that the cabinet would come at 1:00 pm.

**Board preparation for administration questions**
- 2 Questions submitted:
  - Would there be any assistance for county secretary health insurance?
  - How will funds generated from Moodle Courses be distributed?
- Additional Questions added from the floor:
  - There’s a lot of turnover right now; how can we get some confidence that these positions will be filled?
  - Following the Governor’s State of the State address how is that affecting our budget?
  - How is revenue generation going compared to their expectations?

**State committee Meetings**
- **Nomination**
  - Present: Shaun Murphy, Kay Sparks, and Vivian Mason
  - Will be back on track to elect a Treasurer for the full two years in the fall. Rebecca Travnichek has already stated that she is interested in running for Treasurer again. The only other open position will be Vice-President.
- **Awards**
  - Chair Elected: Jennifer Schutter
  - Other committee members present: James Quinn, Kara Lubischer, Amy Patillo, Becky Simpson, Janet Hackert
  - Will have 3 Outstanding Program Awards, 2 Meritorious Awards, and 2 Rookie Awards again in 2014.
  - Cost of plaques went up in 2013, so they were a little over budget. Planning to look for another sponsor.
  - Planning to try doing the award applications this year as a fillable PDF.
  - First email out to membership about awards will be in June/July. August 31 deadline for awards to be submitted.
- **Professional Improvement/Staff Benefits**
  - Chair: Rebecca Blocker (absent today).
  - Present: Sarah Denkler, Teresa Mareschal, Dean Larkin, Marcia Shannon, Todd Lorenz, Matt Herring, Bev Maltsberger
  - Requesting $4000 for the budget in 2014 ($800 of that is a carryover from what has not been collected from the 2013 Professional Development Awards given).
  - Discussed a “sick day” bank and are looking into it. Marcia Shannon reported that they have something like this on campus.
- **UMEA 2014 Budget/Finance Committee:**
  - Rebecca Travnichek, Sarah Traub, Crystal Weber, Lynda Zimmerman, and Meridith Berry
Finance committee suggested the awards committee give a Friend of UMEA/Extension award to the Association of Missouri Electrical Cooperatives representative Mike Marsch (the gentleman we work with that gives the $1500 awards donation each year).

- **Subject matter Association reports**
  - **ESP**
    - Report given by Meridith Berry in Mark Stewart’s absence.
    - Membership – 62 members. Nationally and at the state level the ESP is putting extra effort into membership recruitment.
    - New Board members – Mary Simon-Leuci, vice president; Jenny Flatt, global issues committee chair; Vera Massey, retirees and life member committee chair.
    - The professional development committee under the leadership of Meridith Berry continues to be an active committee. This year plans are already moving forward for a book club with an online discussion group.
    - Recognition and awards committee will be putting an increased emphasis on nominee requirement. Lynda Zimmerman will be asking ESP members to assist in this effort.
    - National is increasing their webinar offerings/opportunities for members and state boards. These efforts are intended to increase state chapter function and association members’ professional effectiveness.
    - Our winter newsletter will be out by the end of the month.
  - **MEAFCS**
    - Report given by Melissa Bess in Jessica Trussell’s absence.
    - The MEAFCS annual meeting was held during Fall Conference and a new board was elected:
      - President: Jessica Trussell
      - Vice-President: Bethany Schindler
      - Treasurer: Susan Mills-Gray
      - Secretary: Mary Wissmann
      - Past-President: Kandace Fisher-McLean
      - Vice-Presidents include:
        - Awards & Recognition: Renette Wardlow
        - Professional Development: Melissa Bess
        - Member Resources: Marsha Alexander
        - Public Affairs: Tammy Roberts.
    - We currently have 33 members. We had 8 (2013) MEAFCS members who attended the Galaxy Conference. Again this year, shirts were sold at Extension Fall Conference and approximately $210 was made in the fundraiser.
    - Bethany Schindler will be representing MEAFCS at JCEP in February and PILD in April. Our national NEAFCS conference will be held in Lexington Kentucky from September 15-18 and there is currently a call out for proposals. Information can be found on NEAFCS.org.
    - In the upcoming weeks the MEAFCS Executive Board will be meeting with Dr. Britt-Rankin to discuss MEAFCS in Missouri and we are looking forward to that discussion and the positive outcomes.
  - **MAEP**
    - Report given by Sarah Denkler.
    - Officers for 2007-08: President, Jim Crawford; President Elect, Sarah Denkler; Secretary, Brent Carpenter; Treasurer, Gordon Carriker; Past President, Kevin Hansen.
    - 2014 membership drive—Gordon Carriker, MAEP Treasurer, sent dues to our national association for 62 members. We had 66 members last year, so we’re down slightly in numbers.
Our December 2013 newsletter is posted online at http://extension.missouri.edu/maep/.

Jim Crawford, MAEP President, will be representing MAEP at the Joint Council of Extension Professionals (JCEP) Regional Workshop in Memphis, TN, February 11-13.

Sarah Denkler, MAEP President-Elect, will be attending the Public Issues Leadership Development (PILD) conference in Arlington, VA in April.

The association is planning our annual Explore Missouri summer meeting and professional improvement tour for this summer. More details to come.

The 2014 National Association of County Agricultural Agents (NACAA) Annual Meeting and Professional Improvement Conference (AM/PIC) will be held in Mobile, AL, July 20-24. All program submissions for the 2014 AM/PIC are due by March 15th. Missouri had a large group in attendance at the GALAXY - AM/PIC last fall in Pittsburg, PA. We were proud to have a number of our members serving as national committee chairpersons, giving presentations, participating in pre-meeting tours, and receiving awards. Our members continue to be active in this new year on the state, regional, and national levels.

- **MACDEP**
  - No report given.

- **MAE4-HYW**
  - Report given by Becky Simpson in absence of Kay Sparks.
  - Jim Ronald, current MAE4-HYW President, will be retiring from Extension late April, 2014. Current MAE4-HYW officers and past presidents will help in covering the president’s responsibilities. Jenny Flatt, MAE4-HYW President-Elect, and Kay Sparks will be attending the JCEP Conference February 11-13, 2014 in Memphis TN. Cathy Bondy will be the MAE4-HYW representative for the PILD Conference April 6-9, 2014 in Washington D.C.
  - MAE4-HYW will have its Spring Retreat April 10th-11th in conjunction with an ISE April 8-10, 2014 at Windermere. The ISE will be Natural Resources.
  - 4-H sent their first major remittance for Fee Revenue Generation, January 15th with their 4-H dues for each 4-H’er in their county.
  - NAE4-HA Award applications are to be completed by March 1st and Missouri is eligible to select two recipients for the ASA and DSA Awards as we qualified with our NAE4-HA membership numbers.
  - Current MAE4-HYW membership is 69 and NAE4-HYW is 48 and 4 Life Members.

- Approval of board minutes from the October 23 meeting. Vivian Mason moved to approve the minutes, Sarah Denkler 2nd the motion, Motion Carried unanimously.

- Rebecca Travnichek gave the Treasurer’s report. Meridith Berry moved to approve the treasurer’s report as presented, Lynda Zimmerman 2nd and the motion carried unanimously. Rebecca received a letter in the mail that the state tax exempt status had expired. As of January 18th it has been reinstated. There was a $45.00 charge to get the state tax exempt reinstated. As part of this Rebecca looked into the Federal Tax Exempt Status. The 990N that she turned in was denied. After calling the IRS they discovered that the Federal tax exempt has been expired since 2003. She has started the process to get it reinstated. Discussion was held that it was important to have that status so that people/organizations can get credit for donating to UMEA on their federal taxes.

- **Cabinet administrative update: Dr. Ouart, Bev Coberly, Joy Millard**
  - Joy Millard: Explanation of how revenue from Moodle courses will be distributed. 75% goes to the sponsoring unit—programmatic area (RD/PD) and 25% is administrative (kept at central administration). There are deductions for 2-3% of the amount for credit card charge and any county costs are taken right from the top. If it’s a regional or state specialist doing the Moodle course all CPD’s, RD’s and PD’s (or CED’s) should determine how the 75% of income will be distributed. Everyone involved (each county with a specialist involved and then the program
Dr. Ouart explained that the 75% really should be figured out by doing a fee generation worksheet to see how that money needs to be divided out (who is doing the work, etc.). Joy said too that we need to consider that we don’t want to spend more time and effort to figure out where/how the money to go for the program than the amount of money that is received.

○ Dr. Ouart: Secretarial health support:
  ▪ What this is about is how the Affordable Care Act is being interpreted by University General Council. The guidance that has been given from University System attorneys is what they are trying to follow. They are currently working on trying to make the final decisions on this and answer all the questions such as, “How can we help those that are currently on benefits?” & “As new people come on how should we handle those situations?” Another possibility would be to provide the same amount being given to the secretaries for health insurance in another way, such as retirement.

○ Joy’s Update:
  ▪ 99 projectors have been bought and delivered so hopefully everyone has received them and are using them.
  ▪ Working on updating a list of who has what computer in each county office as people have moved offices.
  ▪ Getting ready to plan 2014 Annual Conference. Vivian Mason is UMEA’s representative on that planning committee.
  ▪ 100 year of Smith Lever Act slide show, materials on the S: Drive for people to use. The presentation on the history of how we got to where we are and how we are moving forward is about 10-12 minutes.
  ▪ Moodle training courses being offered online.
  ▪ There is a Legislative Day video available for our use with councils or clients in the value of attending.

○ Bev’s Update:
  ▪ Thank you for what you do and the efforts that you give.
  ▪ All of the reorganization that was announced in late 2012 is now in position. They have been working on the staffing plan. There has been a hold on round 3 of hiring since the Federal Government shutdown in October, etc. Since then there have been other positions become open. They are getting ready to hold a meeting this spring to discuss how to fill the current open positions. Their goal is to work on getting some of those positions filled quickly after that meeting. Will be looking at prioritizing the positions. In the last round they looked at well-funded counties that had no specialist in them. Will be looking at positions that are important for revenue generation when prioritizing.
  ▪ Looking at a staffing plan on campus now as well. They are having discussions in the program areas, funding streams, etc. They are finding out if the comments that they sometimes hear that there is no one on campus for support are true.
  ▪ Trying to put into place the things that are supporting the field and campus positions (MELD, CPD trainings, etc.).
  ▪ Moving forward on Program Integration and MU Strategic Plan as well.

○ Program Integration is working on 5 pilot sites to try an Osher situation similar to what is done in Columbia. They have been looking at where the elderly populations are, etc. when deciding the pilot sites in Missouri.

○ Dr. Ouart’s Update:
  ▪ C. Brice Ratchford Award: Award given at the system level to someone that can demonstrate excellence in extension, economics and/or international. We have not had a regional specialist in the pool for several years, so Dr. Ouart is hoping that we will have some regional and/or state specialists in the pool this year.
  ▪ Transitional Leadership of Mizzou: Interim Provost asked for goals/priorities—Dr. Ouart shared with him 1. To facilitate working with Extension Councils to implement District

- Chancellor Bowen Loftin is very interested in understanding Extension in MO as he begins as Chancellor. Dr. Ouart has a meeting with him on February 4 to discuss Extension. He gets the Land Grant University mission. He had the largest field staff in the nation in Texas when he was President of Texas A&M.

- District Option Legislation Implementation
  - There have been about 16 counties that have shown an interest with Tony Delong. Wright County has formed a single county district. There is a manual and other promotional materials getting ready to go out. Business plans will be priority issues in counties that want to form districts. It’s going to be a major political campaign if they want to try and pass a tax in their district. If there is not a champion for Extension in the district with some dollars it’s probably not a reality to get a tax passed. Extension cannot raise the dollars.

- Budget:
  - County budgets (it’s very early) seem in general to be firm (some are staying stable, some with increases, etc.). It’s too early to really tell though.
  - State budget:
    - Senator Schaffer said he thought there would be about 5% in new money for higher education.
    - There are some new dollars for buildings for Mizzou. Dollars for STEM education. Scholarship money in there for the University.
    - Legislature is going to be using a more conservative budget than what the governor proposed.
    - Dr. Ouart is cautiously optimistic that there will be an increase. We will just have to see where the money is and where we can fit into that.
  - Federal Budget:
    - Smith Lever B & C (NIFA) budget was restored back to 2012. Whether this will stick or not in FY15 we will wait to see. Still don’t know about SNAP-ED because it’s tied up in the Farm Bill. Think we are looking at a cut of 9 million—which is about a 2% cut overall on the total program. Dr. Ouart thinks we will be somewhere between level to a 2% cut. Once they have the Farm Bill and they know what the money is they will ask Jo Britt-Rankin to come back to them and they will discuss all the open specialist positions that had been funded through the FNEP dollars.

- System Office: Executive Vice-President for Academic Affairs: Hank Foley—really understands MU Extension and the land grant mission. Has a passion for entrepreneurship. Have been working with him to explain the differences between our Extension model and the Penn State Extension.

- Request from President Wolfe to get out to rural communities. He would like to involve Extension in some of his visits throughout the state. Extension is working on coordinating some of those visits. The first one is scheduled in Saline County on February 14. We expect that some of these visits will involve Chancellor Loftin.

- Questions from the floor:
  - How is revenue generation progressing and how is it matching up to your expectations. Dr. Ouart said it’s above last year. He said to RD’s/PD’s last week that he wants to see the revenue generation dollars before he makes the decision of what positions to fill first. He still needs to see the numbers, but he has heard the rough numbers that we are up. He said we are making good progress. They are trying to sort out the salary offsets when looking at what people are even able to raise. Contracts, grants, fees, and gifts are all important. Dr. Ouart thinks that
the great opportunities are in fees and gifts because we have already been working well on grants and contracts.

- **Grow Your Own Specialist Positions:** hiring someone with a Bachelor’s level person if we can grow them into a Master’s level position on a case by case basis. Two places where this might work best in an Urban setting where the people we want to hire that may understand the culture, etc. in the area they will be working in, but they don’t have someone who has a master’s degree yet. Julie Middleton is working now on a similar position. The other area is a very rural area where it’s hard to find a pool of people with Master’s degrees for positions. Similar to what is currently happening in Lewis County. The person would have a regional specialist mentor very close by; the Regional Director has the day-to-day supervision with input from the Program Director as well.

- **New Business**
  - Motion made by Todd Lorenz to approve the proposed 2014 budget and 2nd by Becky Simpson, motion carried.
  - Legislative Day update
    - Most of the registrations that are in so far are State Extension Council members.
    - Be sure to show the video to your councils that are meeting in the near future.
    - Mascots from all the system schools are supposed to be there.
    - An addition to the usual displays there will be Extension Specialists with their displays of programs.
    - ISE will be very hands-on and educational this year and will go very quickly. ISE: “If Superman is Busy will Extension be Ready?”
  - Auction for Fall Conference: Discussion was held that Kay Sparks submitted a report on what worked well, what to think about changing for next year. We need to work on spreading the duties out so that it’s not all on the shoulders of just a few people.

Motion made to adjourn by Teresa Mareschal at 2:53. 2nd by Sarah Denkler.